

## **INVITATION TO BID**

0.1 Notice is hereby given that sealed bids will be received by Adrian Public School, 227 North Winter Street, Adrian, Michigan 49221 for:

### **WINDOW SHADES**

- A. Proposals are to be submitted in accordance with contract documents prepared by TMP Associates, Inc., 470 W. Centre Ave., Portage, Michigan 49024 dated March 16, 2006. (269) 327-0077.

### **0.2 DOCUMENT AVAILABILITY**

- A. Bidding Documents will be available for examination and distribution on or after Thursday, March 16, 2006. Examination may be made at the Office of the Architect, TMP ASSOCIATES, INC.
- B. Qualified Bidders may obtain bidding documents from the Architect's office, consisting of one (1) set of Drawings and Specifications.
- C. PDF files of the Drawings and Specifications may also be obtained by e-mail request sent to [rolson@adrian.k12.mi.us](mailto:rolson@adrian.k12.mi.us).

### **0.3 DUE DATE**

- A. Bid Proposals will be received until the time and the place, as follows, where and when they will be publicly opened and read aloud.

Date and Time: Thursday, April 6, 2006 @ 1:00pm

Place: Business Manager's Office  
Adrian Public Schools  
227 North Winter Street  
Adrian, Michigan 49221

### **0.4 GENERAL INFORMATION**

- A. Bidder shall agree not to withdraw Bid Proposal for a period on ninety (90) days after date for receipt of bids. A 5% bid bond is required in accordance with the Section 00100-F - Instructions to Bidders (See Page 00100-F-1, Paragraph 0.2, G).
- B. Accepted Bidder shall be required to enter into a contract with Adrian Public Schools and furnish satisfactory Performance Bond in accordance with the Section 00100-F - Instructions to Bidders. (See Page 00100-F-2, Paragraph 0.2, L).
- C. The Owner reserves the right to accept or reject any or all Bids in whole or in part, or to waive any informalities therein. If in the Owner's opinion it is in their best interest, the contract may be awarded to other than the lowest bidder, for reasons of establishing uniformity, delivery time, etc.